

OFFICE OF GRADUATE ADMISSION

Dear BSW Program Director or Faculty Advisor:				
Your former student,				
To assist us in assessing this student's readiness for field instruction and class work at the second-year master's level, please fill out the attached field evaluation form. We would appreciate receiving this form at your earliest convenience. (The deadline for submission of the application materials is June 15.) Thank you, in advance, for your assistance.				
This section to be completed by applicant prior to sending to reference respondents:				
The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records. Students may, however, waive their right of access to recommendations. The choice of the applicant regarding this recommendation is to be indicated below. Failure to sign will constitute acceptance of limited access.				
 I waive my right to inspect the contents of the following recommendation. 				
□ I do not waive my right to inspect the contents of the following recommendation.				
Signed Date				
DEPARTMENT OF SOCIAL WORK ADVANCED STANDING				
Student's name:				
BSW program director or faculty advisor:				
University/College:				
Year BSW received:				
Number of hours of supervised field practicum in social work agencies Junior Year Hours:				
Junior Year Hours:				

Field placement sites Junior Year Agency name: _____ Address: Agency type/function: Senior Year Agency name: _____ Address: Agency type/function: **Supervision** MSW: Yes ☐ No ☐ Junior Year If no, please explain: _____ Frequency and length of supervising sessions: Senior Year MSW: Yes □ No 🗆 If no, please explain: _____ Frequency and length of supervising sessions: **Description of Field Placement** Briefly describe the student's assignments, function, skills, type of practice utilized, and the type of client systems worked with. Junior Year: _____ Senior Year: _____

Field Work Performance

I. Functioning Within a Professional Context

Student has demonstrated values consistent with those of the profession and has demonstrated an understanding of and commitment to ethical standards.

Student has demonstrated the ability to recognize the impact of the student's personal behaviors and values on others.

Student has demonstrated the ability to take initiative toward increasing knowledge and skills relevant to performance demands.

Student has demonstrated the ability to utilize field instruction appropriately by active participation and preparation.

II. Functioning Effectively Within an Organizational Context

Student has demonstrated the ability to work within and interpret agency policy, structure, and function to clientele and others.

Student has demonstrated the ability to identify and link available services, resources, and opportunities to meet the needs of client systems.

III. Functioning Within a Professional Context

Student has demonstrated the ability to engage others and identify problems or concerns.

Student has demonstrated the ability to clarify purpose, his/her role with clients, and establish a mutual contract.

Student has demonstrated the ability to articulate a comprehensive assessment.

Student has demonstrated the ability to develop a social work plan based on assessment.

Student has demonstrated the ability to identify and select appropriate interventions.

Student has demonstrated an understanding of the complexities and difficulties in change.

Student has demonstrated the ability to terminate constructively with appropriate follow-up or referral.

Excellent	Good	Fair	Poor

Excellent	Good	Fair	Poor

Excellent	Good	Fair	Poor

IV. Functioning Withi	n Evaluation Context				_
Student has demons and consider feedba	trated the ability to receive, understand, ck.	Excellent	Good	Fair	Po
Student has demons practicum experience	strated the ability to evaluate the e.				
SUMMARY:					•
		Excellent	Good	Fair	Pod
Overall performance					
Potential for graduate	e MSW study at the second-year level				
Do you recommend	this applicant for the second-year MSW a	ndvanced sta	anding pro	gram?	
Yes	□ No □				
Please explain:					
Signature of BSW	program director or faculty advisor		D	ate	
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	Return to: Office of Admission Process	ina			

Office of Admission Processing Monmouth University 400 Cedar Avenue West Long Branch, NJ 07764-1898